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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Finance Division

DATE: 11 December 1953

FROM : Chief, Payroll and Travel Branch

SUBJECT: [REDACTED] s Request for Retirement Refund

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1. [REDACTED] request for Retirement Refund was forwarded from the Payroll Section on 18 November 1953, four days after his phone conversation with the Payroll Section.

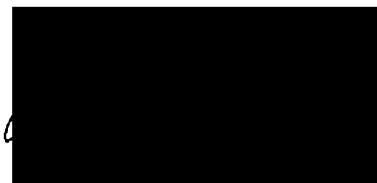
2. Subject's payroll account at the time of his resignation was being handled by [REDACTED] with [REDACTED] as her immediate supervisor. Unfortunately, both have since transferred to positions outside of the Finance Division.

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3. I personally contacted [REDACTED], but, the passage of time has dulled his memory and he has no recollection of the case. No one presently in the section can remember the call from [REDACTED]

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4. It is regretted that the delay occurred and it is believed that it was due to human error and not to a weakness in procedure. All Payroll Clerks are being periodically cautioned against such mental lapses and it is hoped they will be held in minimum.



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Resign - 8/18
Last pay period - 8/16 - 9/12
Schedule about 9/15

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